



## Civil Service Commission

The Civil Service Commission is an advisory body to the City Council that meets on the second and fourth Mondays of each month at 6:00 p.m. in the Council Chambers and on other Mondays as required. All meetings are open to the public except for those portions related to personnel issues that under law may be considered in closed session. Those who wish to speak on any matter on the agenda are asked to complete a "Speaker Information" card (available at the meeting) and relay it to the staff before leaving the meeting.

Staff reports are available for review at the Human Resources office, Civic Center Main Library and the City Clerk's Office. Direct any other questions or concerns to the Civil Service Manager, Laura Lohnes at 310.618.2967. Agendas are posted on the City of Torrance Home Page [www.torranceCA.gov](http://www.torranceCA.gov).

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please call 310.618.2967. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-104 ADA Title II]

**HOURS OF OPERATION**  
**Monday through Friday from**  
**7:30 a.m. to 5:30 p.m.**  
**Offices are closed alternate**  
**Fridays.**

# CIVIL SERVICE COMMISSION

**CITY COUNCIL CHAMBERS  
CITY HALL  
3031 TORRANCE BOULEVARD  
TORRANCE, CALIFORNIA 90503**

**MONDAY, FEBRUARY 8, 2010  
6:00 P.M.**

## **A G E N D A**

### **CALL TO ORDER**

### **ROLL CALL**

### **FLAG SALUTE**

### **ORAL COMMUNICATIONS #1** (Limited to a 30 minute period)

Comments on this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda.

### **CONSENT CALENDAR**

Disposed of by a combined motion unless separate consideration is requested by Commission or audience.

1. Motion to Accept and File Affidavit of Posting
2. Request for Excused Absence: Thomas Doty
3. Approval of Minutes: January 11, 2010  
(Minutes provided to Commission members only, copies available in the Personnel Building)

### **WRITTEN COMMUNICATIONS**

4. Approve the Revised Class Specification for Buyer
5. Approve the Revised Class Specification for Police Services Officer
6. Approve Revised and Re-titled Class Specification for Fire Prevention Specialist

*(continued on reverse)*

**ROLL CALL: Doty, Rizzardi, Skoll, Stadler, Wood, Dean**

## **HEARING**

7. Appeal of termination of John Perea. Consideration of Public Employee discipline may be conducted in a closed session per California Government Code 54957. This item will be considered in closed session if requested by the employee at the start of the hearing (continued from February 1, 2010)

## **ORAL COMMUNICATIONS #2**

Comments on this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda.

## **ADJOURNMENT**

**ROLL CALL: Doty, Rizzardi, Skoll, Stadler, Wood, Dean**